

**MINUTES OF THE GENERAL MEETING
OF THE BIGFORK COUNTY
WATER AND SEWER DISTRICT**

The general meeting of the Bigfork County Water and Sewer District was held on October 11, 2017 at the District office. President, Tom Cahill, presided.

ATTENDEES:

Directors: Gene Helberg, Tom Cahill, Bob Keenan, Duke Phelps, Seth Price
District Employees: Julie Spencer, Mimi Wildeman, John Inabnit, Bob Hand, Dane Sullivan
Engineering: Jeff Cicon P.E., Morrison Maierle
Other Attendees: None

READ AND APPROVE MINUTES:

President Cahill opened the meeting at 4:00 p.m. The minutes of the September General Board Meeting were reviewed for approval. Cahill called for discussion. Hearing none, a vote was called. Keenan made a motion to approve, Phelps seconded and it was unanimously

RESOLVED, That the Minutes for the September 2017 Board Meeting be approved as submitted.

AGENDA - ADDITIONS OR CHANGES

President Cahill asked if the Field Operations Report to be moved out of Consent Agenda and be the 1st item for discussion. Cahill called for discussion. Hearing none, a vote was called. Keenan made a motion to approve, Price seconded and it was unanimously.

RESOLVED, That the Field Operations Report to be moved out of Consent Agenda

President Cahill asked if there was any more discussion or questions in regards to the Operators Report, Hand stated that they will be repairing a leak on Beach Road this fall and will be doing exploratory digging at Marina Cay to resolve the issues. There was discussion in regards to flushing and blowing off Fire Hydrants Cahill asked if the fire department has had correct training Spencer stated it's been a couple of years but will look into setting up a refresher class.

CONSENT AGENDA

President Cahill called for discussion or questions about the consent agenda. Hearing no other discussion Cahill called for a motion to approve the Consent Agenda, Keenan made a motion to approve, Price seconded and it was unanimously

RESOLVED, That the items on the Consent Agenda be approved

PUBLIC COMMENT

President Cahill called for Public Comment None

OLD BUSINESS

Engineering update, Jeff Cicon

- *Water Tank & Transmission Line and Access Easement* –No Update
- *Ramsfield Water Rights Wells 3 & 4 (Task Order 24)* –The water right application has been submitted to the DNRC. We have been providing additional information as requested by the DNRC.
- *Lakeview Care Main and Standpipe Supply Line (Task Order 28)* - The 11-month warranty inspection is scheduled for October 18, 2017.
- *Sludge Farm Irrigation System (Task Order 30)* –Miles and Gembala will work together to install wheel stops.
- *Flathead Lake Brewery Pretreatment System* –No update.
- *Holt Drive Water Main Extension (Task Order 32)*- Utility locates have been submitted and we plan to start surveying sometime during the week of October 9-13, 2017.

Waste Water System PER Update: The \$15,000 planning grant has been submitted to the Treasure State Endowment Program (TSEP) and is being processed. If the District receives the planning grant, we will present a Task Order to update the Wastewater System PER at a future board meeting.

Fire Hall Lane Sewer Easement Update: We plan to survey the monuments and sewer line at the same time as the Holt Drive Water Main Extension Survey. Following the survey, we will prepare the easement and corresponding exhibit.

Blenn Street Services, - No update.

Fire Hall Lane- Morrison-Maierle was directed to survey and get descriptions for easements to be put in place

Marina Cay Water- Spencer updated the Board in regards to the exploratory digging that will be done by Thole and our crew to see exactly what is needed to correctly complete the improvements.

NEW BUSINESS –

Audit Contract- this will be discussed at the meeting in November

COMMITTEE REPORTS

Annexation, Main Extensions & Construction Helberg & Cahill
Discussed during Engineering Report

District Investments Price & Phelps

Spencer will be looking into purchasing Investment CD's

Employee Insurance, Compensation & Certification & Safety Helberg & Keenan

Job Descriptions Updated to Reflect No Operations Manager
This will be discussed and approved at the November meeting

Safety Policy Update will be discussed and approved at the November meeting

Pretreatment Regulations Cahill & Price

Flathead Lake Brewery (FLB) – Spencer reported that FLB has been compliant

Budget & Rate Structure Helberg & Phelps

The committee presented a 2018 1st Quarter Balance Sheet, the Board asked for notes to be added to the bottom of the sheet

Rules & Regulations Cahill & Price

Board received a draft copy of the separation of Water & Sewer Rules and Regulations to review and bring back for comment in November. The Board requested that this be moved to New Business for the November Meeting

District Ownership of Mains* Pending UDIG Law Changes- Spencer will be reviewing the new rules and will inform the Board in November with any updates or changes the apply to the District

Farmland..... Helberg, Cahill

Grain Storage Silo- the Blower and Discharge Auger have been ordered by Manning, he will install when they come in.

COMMUNICATIONS:

None

ADJOURNMENT

Cahill called for a motion to adjourn. Keenan moved, Phelps seconded and it was unanimously

RESOLVED that the public meeting be adjourned at 4:45 p.m.

Secretary, Mimi Wildeman

Meeting presided by:

President Tom Cahill